

**Commonwealth of Massachusetts  
Executive Office of Public Safety and Security  
Office of Grants and Research**

**Availability of Grant Funds (AGF)  
2016 Competitive Senator Charles E. Shannon, Jr. Community Safety Initiative (CSI)  
Local Action Research Partnerships: Building Capacity in Funded Grant Communities**

**QUESTIONS AND ANSWERS**

1. *There appears to be an error on the Excel attachment for. The AGF indicates the excel budget should be attachment C but the attachment prints out with a header of Attachment D. Please advise.*
  - A corrected Excel Budget Workbook has been posted.
2. *Page 11 of the funding guidelines specify allowable fringe benefits. The text specifies this information for "Massachusetts State Sponsored Universities" and "Non-Massachusetts State Sponsored Universities." We are a "Non-Massachusetts Private University." Please advise how you would like us to proceed. Are fringe benefits still allowable?*
  - You would be classified as a "Non-Massachusetts State Sponsored University."
3. *Does the letter of intent have to be written and signed by the fiscal agent, or can I do it and simply include the agent's name?*
  - The letter can be signed by the program manager but must mention the fiscal agent.
4. *Is the page limit defined by the number of pages in the PDF template?*
  - Yes
5. *I missed this morning's webinar due to confusion think that 1:30 was a changed time. Is there a way to get this morning's info?*
  - Yes. The presentation is located here:  
<http://www.mass.gov/eopss/funding-and-training/justice-and-prev/grants/shannon-csi/2016-shannon-csi-agf-page.html>
6. *Is EOPSS combining the CSI and LARP applications this year?*
  - No. The applications will be separate, similar to previous years. Since the applications will be reviewed at the same time, EOPSS may evaluate applications from the same community to ensure collaboration.
7. *If an applicant plans on charging for indirect funds, where should they place them within the budget detail and narrative?*
  - The applicant should put the indirect funds within the "other" category and label "administrative costs." Indirect costs should not exceed 27.5%.
8. *On the budget, under "Other" we would like to add Support Service costs calculated at the rate of 27.5% of personnel and fringe costs, but when I put .275 in the form it is rounded to .28 and calculated at .28. I cannot change any of these fields. How can I make this 27.5%?*
  - A new Budget Excel Workbook has been posted.
9. *If I am applying to be a LARP for two unrelated sites, do I need to submit two separate applications?*
  - Yes. Two separate applications must be submitted.